



**Request for City Council Committee Action  
From the Department of Finance**

**Date:** July 16<sup>th</sup>, 2012  
**To:** Honorable Betsy Hodges, Chair Ways & Means Committee  
**Subject:** **Approval of Official Publication No. 7636 Bids for Installation, Programming and Commissioning of Building Automation Systems**

**Recommendation:**

Acceptance of the low bid of Prairie Technologies, Inc. of Minnesota (d/b/a Direct Digital Controls) for an estimated expenditure in the amount of \$220,250.00 to furnish and deliver all materials, labor, equipment and incidentals necessary for the installation, programming and commissioning of building automation systems for the Minneapolis Finance/Property Services Department, as follows:


**Base Bid:** \$229,000.00  
**Alternate No. 1A:** \$ 1,872.00 (Fixed annual fee for Vendor Hosted Server for three (3) years)  
**Alternate No. 1B:** \$ 8,750.00 (deduct for not installing operating system on City Server)

Terms are net-30 days F.O.B.: Destination

Further recommend proper Officers be authorized and directed to execute a contract for this project, all in accordance with specifications prepared by EDI.

**This has been approved the Civil Rights Department.**

**Prepared by:**

  
\_\_\_\_\_  
Gary Warnberg, Director, Purchasing

**Approved by:**

\_\_\_\_\_  
Kevin Carpenter, Chief Financial Officer, Finance Dept.

\_\_\_\_\_  
Paul Aasen, City Coordinator

**Financial Impact** (Check those that apply)

- ☐ No financial impact - or - Action is within current department budget.  
(If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☒ Other financial impact (Explain): Action is within Budget
- ☐ Request provided to the Budget Office when provided to the Committee Coordinator

**Background/Supporting Information:**

Tabulation of four (4) bids received on Official Publication No. 7636 Bids for Installation, Programming and Commissioning of Building Automation Systems.

Attachments – Staff Recommendation  
Tabulation Sheet

cc: B. Millberg  
J. Burns

June 20, 2012

Mr. David Schlueter  
City of Minneapolis Purchasing  
330 Second Avenue South – Suite 552  
Minneapolis, MN 55401

June 20, 2012

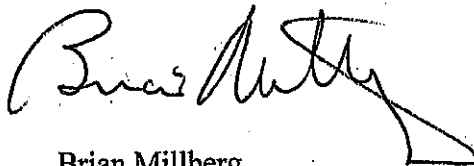
**Re: OP 7636: INSTALLATION, PROGRAMMING, AND  
COMMISSIONING OF BUILDING AUTOMATION SYSTEMS IN  
THIRTEEN FIRE STATIONS**

Dear Mr. Schlueter:

The Department of Finance - Property Services Division has reviewed the bid of Direct Digital Controls. for the installation, programming, and commissioning of building automation systems at thirteen Minneapolis Fire Stations.

The Department of Finance finds the Alternate 1 bid in the amount of **\$220,250** acceptable and recommends referral of the Low Qualified & Responsive Bid to the Regulatory, Energy, and Environment Committee for acceptance and referral to the full City Council, pending City of Minneapolis Civil Rights Department approval of the submitted bid.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Millberg", with a stylized flourish at the end.

Brian Millberg  
Energy Manager  
Property Services  
661 5<sup>th</sup> Avenue North  
Minneapolis, MN. 55405  
(612) 673-3024

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